

All Staff Meeting Minutes: Oct. 23/09

Present: Carmine, Brett, Sabine, Kathy, Brett, Pixie, Ethan, Forrest, Stan , Heather, Brian H., Maureen, Julia

Celebrating Birthdays: (Brian Hsiang, Jenny Gundy)

- ✚ Graduation - we will create a survey to ask students when they think graduation ought to take place.
- ✚ Don't forget to complete the "*Education and Certification*" form and get it your supervisor.
- ✚ Voices Training – talked about how Gail Babinger (who facilitated) used color palette samples as writing prompts. Next session: Oct. 30th.
- ✚ H1N1 - stay home if you are sick with flu symptoms. Send students home if they are sick. Also talked about the use of common sense around how sick is sick before we send anyone home.
- ✚ Staff list should remain confidential.
- ✚ Echo tickets are still available until 12/31/09.
- ✚ Flynn Ticket info on the [wiki](#).
- ✚ No November staff meeting. December staff meeting: Fri. Dec. 18th. Mandatory shutdown: Dec. 25 – Jan 1th. (4 CTO days and 2 Holidays). Open again on Monday Jan. 4th, 2010.
- ✚ Evaluation of your supervisor is coming very soon through Survey Monkey.

- ✚ Mandated reporting on the GTR page of the VAL employee website: this is required by every employee. We need to do it every 2 years.
- ✚ More info coming: Online orientation for new employees and EFF online course.
- ✚ Pixie will check on non-degree grants from VSAC.
- ✚ Brattleboro site has been closed as a GED testing site. A test was compromised....yikes!!
- ✚ New financial person is Marcy Carver.
- ✚ Susan Palmer – new director of field operations.
- ✚ 90% of VAL staff is involved in the wellness program.
- ✚ Budget – we won't have to take week off this year regardless of the budget situation based on the \$450,000 surplus. Our Board is committed to putting systems in place to do things better....